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GENERAL ANNOUNCEMENT

OF

Summer Courses 1931

PRINTED BY ORDER OF
THE LEGISLATIVE ASSEMBLY OF ONTARIO

ONTARIO

TORONTO
Printed by Herbert H. Ball, Printer to the King's Most Excellent Majesty
1931

Ontario Department of Education

GENERAL ANNOUNCEMENT OF Summer Courses 1931

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PART I

Summer Courses

1. For teachers of:

Agriculture	Household Science
Art	Kindergarten-Primary
Auxiliary Classes	Manual Training
Commercial Subjects	Physical Culture
Farm Mechanics	Vocal Music
French	Science

2. For teachers who wish to complete their academic standing for First and Second Class Certificates.
3. For teachers who wish to qualify for High School Assistants' Certificates.
4. Refresher Courses for teachers in Elementary and Secondary Schools.
5. For School Librarians.
6. In Vocational Guidance.

The Summer Courses are conducted by the Department of Education for the benefit of teachers who desire to spend a part of their Summer vacation in an effort to improve their academic and professional standing and thus to become more efficient in carrying on with a modernized curriculum.

No fees are charged those who attend these courses, but the provisions formerly made for assisting teachers with an allowance for living and travelling expenses have been discontinued, except in the cases of those who served overseas during the war, to whom one dollar per day is allowed. That the teachers fully appreciate this golden opportunity is shown by the great increase in attendance from year to year. In 1930 the registered attendance was 4,099.

GENERAL ANNOUNCEMENT
OF SUMMER COURSES FOR TEACHERS

1931

COURSES

1. If a sufficient number of duly qualified teachers apply for admission, the following Courses will be provided from July 6th to August 7th:—

A. By the Department of Education in co-operation with—

(1) The Ontario Department of Agriculture, leading to certificates as follows:

(a) In Elementary Agriculture and Horticulture.
(b) Intermediate in Agriculture.
(c) In Farm Mechanics.
(d) Specialist in Agriculture.

(2) The Ontario College of Art, Toronto, and the Normal School, London, leading to certificates as follows:

(a) In Elementary Art.
(b) In Art Supervisor.
(c) As Art Specialist.

(3) The Department of National Defence, Ottawa, leading to certificates as follows:

(a) Granted by the Department of Education:
  (i) In Elementary Physical Culture.
  (ii) As Supervisor of Physical Culture.
  (iii) As Specialist in Physical Culture.

(b) Granted by the Department of National Defence:
  (i) The Strathcona Grade B certificate.
  (ii) The Cadet Instructor's certificate (Grade A).

B. By the Department of Education itself, leading to certificates as follows:

(a) As High School Assistant.
(b) In Elementary Household Science.
(c) In Elementary Manual Training.
(d) Specialist in Manual Training.
(e) In Elementary Vocal Music.
(f) As Supervisor of Vocal Music.
(g) Specialist in Vocal Music.
(h) In the Elementary Commercial subjects.
(i) As Commercial Specialist.
(j) For the Kindergarten-Primary certificate.
(k) As Teacher of Auxiliary Classes.
(l) As Teacher of French.

(m) Refresher Course in Science (Certificate of attendance).

(n) Refresher Course in Methods—English and History for Elementary Schools (Certificate of attendance).

(o) Refresher Course in Physical Training.

(p) As an Approved School Nurse.

(q) In Vocational Guidance.

(r) School Librarians (Certificate of attendance).

C. MIDDLE AND UPPER SCHOOL COURSES

The Department of Education will also provide Middle and Upper School courses as follows:

(a) Middle School subjects—Science and History, at Ottawa; Mathematics and English at North Bay.

(b) Upper School subjects—Mathematics and English at Toronto, London, Kingston and North Bay.

(c) Upper School subjects—Science, History, Latin, French and German at Ottawa, Port Arthur and Windsor.

D. COURSE IN ORAL FRENCH (July 20th to Aug. 14th)

This course is provided to enable teachers of French to improve themselves in French pronunciation, conversation and composition, as well as in methods of teaching the subject. The examination at the conclusion of the course is optional. Candidates who are successful in passing the examinations will be granted a certificate of standing. This year the course will be held in the city of Quebec from July 20th to August 14th. It is hoped that arrangements similar to those of last year may be made for board and lodging in the Sillery Academy for the lady teachers who attend. Suitable arrangements will also be made for the male teachers in attendance. This is a very interesting and profitable course for teachers of French.

The High School and Continuation School Inspectors state that improvement in the teaching of French in the secondary schools is apparent in all cases where teachers have taken the Summer Course in Oral French, and that the value of this course to the teachers and schools cannot be over-estimated.

E. REFRESHER COURSES IN SCIENCE (July 13th to Aug. 7th)

Refresher courses have been arranged for teachers of Science in the Secondary Schools of the Province. It is thought desirable that the teachers should have this opportunity of becoming better acquainted with the more recent advances in the study of the Science subjects on the school programme and of familiarizing themselves with the most effective methods of teaching these subjects. The Courses will be given at Toronto University and the Ontario College of Education from July 13th to August 7th. The courses given at the University will deal with the more recently discovered facts and the newer theories and methods in Physics and Chemistry, more particularly in their relation to the prescribed Courses for the Secondary Schools, and will be of benefit not only to those University graduates with pass standing in the Science subjects, but also to those with specialist standing; while the courses given at the Ontario College of Education will deal with Middle and Upper School Physics and Chemistry and Lower

School Botany and Zoology, and are intended to give instruction in practical methods of teaching these subjects in the Continuation schools, and smaller High Schools.

There will be a course in Physics from 9 to 12 o'clock each forenoon, and in Chemistry from 2 to 4 o'clock each afternoon at the University. At the Ontario College of Education there will be a course in Lower School Biology and Middle School Chemistry each forenoon and a course in Physics each afternoon. All courses will consist of lectures and experimental work.

F. REFRESHER COURSE IN ENGLISH AND HISTORY

In response to a request from teachers and inspectors throughout the Province a Refresher Summer Course in Methodology has been added this year. This course, it is hoped, will be of benefit to teachers in Public and Separate Schools, many of whom have expressed a desire to have the opportunity of attending such a course.

For the present year the course will be confined to methods in English and History; and the aim of those in charge will be to make the course as practical and helpful as possible. In both of the subjects mentioned the instructors will discuss and illustrate the most effective methods of teaching specific lessons from the work prescribed in the Public School Course of Study for both the junior and the more advanced grades. Supplementary Reading will receive special attention. These courses should be found inspirational as well as practically helpful.

G. REFRESHER COURSE IN PHYSICAL TRAINING

A Refresher Course in Physical Training for teachers who hold the Supervisor's or Specialist's certificate will be held at Hart House, Toronto, from July 20th to July 31st, if a sufficient number apply. This course will be under the direction of Mr. R. Jarman, Director of Physical Training for the schools of Manitoba, who was in charge of the Summer Courses in Physical Training in Toronto last summer.

2. SUMMER SCHOOL CENTRES

NOTE.—Where courses are provided at more than one centre, applicants shall attend at the centre nearest their places of residence.

(1) In Agriculture and Horticulture.

(a) At the Kemptville Agricultural School, Kemptville, for the Elementary certificate, Part I and Part II, for teachers who reside east of Whitby and Orillia.

(b) At the Ontario Agricultural College, Guelph, all of the courses in Agriculture and Horticulture for teachers not included in (a) above.

(2) In Art, at the Ontario College of Art, corner of Dundas and Beverley Streets, Toronto, and at the Normal School, London.

(3) In Household Science at Hamilton, Ottawa and London.

(4) In Manual Training at Hamilton and London.

(5) In Vocal Music at the Normal School, Toronto; and Western University, London.

(6) In the Kindergarten-Primary subjects, at the Normal School, Hamilton; the Normal School, London; the Normal School, Ottawa; and the Normal School, Toronto.

(7) In Physical Culture, in the Gymnasium of Hart House, University of Toronto, and at Queen's University, Kingston.

(8) For Cadet Instructors, at the Armouries, Toronto, and at Kingston.

(9) The courses for teachers of French will be held in the City of Quebec.

(10) The courses for teachers of Auxiliary Classes will be held in the Wellesley Public School, corner Bay and St. Albans Streets, Toronto.

(11) In Upper School subjects, commercial subjects and High School Assistant's course, in the building of the University Schools, Toronto.

(12) In Middle School subjects at Ottawa and North Bay; and Upper School subjects in Ottawa, Toronto, London, North Bay, Port Arthur, Windsor and Kingston.

(13) Refresher Course for teachers of Science at the University of Toronto and the Ontario College of Education.

(14) Refresher Course in Methods of teaching English and History at Toronto Normal School.

(15) Refresher Course for teachers of Physical Training, at Hart House.

(16) Course for Vocational Guidance Certificate at the Ontario Training College for Technical Teachers, Hamilton.

(17) Course for School Librarians, at the Ontario College of Education, Toronto.

3. QUALIFICATIONS FOR ADMISSION

The following are the qualifications for admission to the different courses:

(a) **Teachers-in-Training** at the Provincial Normal Schools and the Ontario College of Education are eligible for admission to any of the Summer Courses for which they are otherwise qualified.

(b) **Courses in Agriculture:**

(1) For the **Elementary** Certificate.

To this course may be admitted applicants who hold professional certificates qualifying them to teach in the schools of the Ontario Provincial System. Teachers may be granted Interim Elementary Certificates in Agriculture on the completion of two Summer Courses in Agriculture or on the completion of the following courses:

(i) The Lower School course in Agriculture at a High or Continuation School, followed by a course at a Normal School and one Summer Session in Agriculture. Only those who have taken the Lower School course by actually attending a High or Continuation School in which Agriculture is taught in accordance with the High School Regulations and approved by the Departmental Inspector of Agriculture and Horticulture will be granted exemption from the first Summer Course. The Winter Reading Course is required of all candidates who are admitted to the second Summer Course.

(ii) The Lower and Middle School courses in Agriculture at a High or Continuation School, followed by a course at a Normal School. Only those who have taken the Lower and Middle School courses by actually attending a High or Continuation School in which Agriculture is taught in accordance with

the Regulations and approved by the Departmental Inspector of Agriculture and Horticulture will be entitled to an Elementary Certificate in Agriculture.

When teachers make application for an Elementary Certificate in Agriculture under Section (ii) above, they should forward with their applications their Lower and Middle School certificates showing their standing in Agriculture, also a statement from the Principal of the School in which they took the course, certifying that they have complied with the requirements of Sections (i) and (ii) above. When applying for exemption from the first Summer Course under Section (i) above they should submit with their applications their Lower School certificates showing their standing in Agriculture, also a statement from the Principal of the School in which they took the course, certifying to the completion of the prescribed course in Agriculture.

NOTE.—Teachers who hold certificates of having passed the complete examination in Agriculture of the Lower and Middle School in 1928 or prior thereto, may, on application accompanied by their certificates, be granted Interim Elementary certificates in Agriculture. Those who were graduates of a Normal School in 1928 or prior thereto and who at that time had passed either the Lower School or the Middle School examinations in Agriculture, but not both, may fulfil the requirements for the Elementary Certificate in Agriculture by completing one Summer Session.

(2) For the **Intermediate** Certificate.

To the course for the Intermediate certificate in Agriculture may be admitted Public and Separate School Inspectors, Normal School Masters, and other applicants who hold professional certificates qualifying them to teach in High or Continuation Schools and whose academic preparation has included a competent knowledge of Science. The minimum requirement in Science is a First Class certificate with the Science option.

(3) For the **Farm Mechanics** Certificate.

To the course in Farm Mechanics may be admitted applicants who hold or are in course of preparation for an Intermediate certificate in Agriculture.

(4) For the **Specialist's** Certificate.

To the course for the Specialist's certificate in Agriculture may be admitted:

(a) Teachers holding a Specialist's certificate in Science, and also an Intermediate certificate in Agriculture (including a course in Farm Mechanics).

(b) Teachers who hold a High School Assistant's certificate and a degree in Arts from a British University on courses approved by the Department of Education, and who, in addition, have had at least five years' successful experience as teachers of Science in the Lower and Middle Schools or in the Lower and Upper Schools of a High or Continuation School, including at least three years' successful experience in teaching Agriculture in one of such schools.

(c) Courses in Art.

(1) **Elementary** Certificate.—To this course may be admitted those who hold certificates qualifying them to teach in the schools of the Ontario Provincial system.

(2) **Supervisor's** or **Specialist's** Certificate.—To this course may be admitted those holding First or Second Class or High School Assistant's certificates, and who also hold the Elementary Certificate.

(d) Courses for Teachers of Auxiliary Classes.

(1) Teachers of Auxiliary Classes for the training of retarded children.

(2) Teachers of Hard-of-Hearing, Lip Reading and Speech Correction Classes.

(3) Teachers of Special Industrial Classes.

To courses (1) and (2) may be admitted applicants who hold at least an Ontario interim or permanent Second Class Certificate and who have had three years' successful teaching experience in Ontario Public or Separate Schools.

To course (3) may be admitted applicants who hold an Ontario First Class Certificate or an ordinary Vocational Certificate.

(e) Courses in Commercial Subjects.

(1) **Elementary** Certificate.—To this course may be admitted teachers who hold First or Second Class certificates.

(2) **Specialist** Certificate.—To this course may be admitted applicants who now hold certificates qualifying them to teach in the High Schools.

(3) Instruction in Methods.—A new course in methods of teaching Commercial subjects will be provided for Commercial teachers.

NOTE.—Complete details regarding the Summer Courses leading to the Elementary and the Specialist certificates in Commercial subjects may be had on application to the Department.

(f) High School Assistant's Course.

To the Summer Course for the High School Assistant's certificate may be admitted teachers who have completed their academic standing for admission to the Ontario College of Education and (1) who hold a Permanent First Class certificate issued on the completion of one session of attendance at an Ontario Normal School, and who have had at least three years of successful teaching experience in the Public, Separate or Continuation Schools of Ontario; or (2) who hold a Permanent Second Class certificate issued after the completion of one session of attendance at an Ontario Normal School, and who have had at least six years of successful teaching experience in the Public or Separate Schools of Ontario; or (3) who hold a Permanent Second Class certificate issued on the completion of a second session of attendance at an Ontario Normal School.

NOTE 1.—Candidates who have been duly admitted to the Summer Session for the High School Assistant's certificate, who attend throughout the session, and who successfully pass the examinations at the close of the session may be granted by the Minister a Provisional Certificate to teach as a High School Assistant during the ensuing school year.

NOTE 2.—A candidate who is otherwise qualified and who holds a Permanent First-Class Certificate issued on the completion of a second session of attendance at a Provincial Normal School may be admitted to the final examinations of the High School Assistants' Course without further attendance.

NOTE 3.—All other candidates who are otherwise qualified, and who hold Permanent or Interim First or Second-Class Certificates, are required to attend the High School Assistants' Course of the Ontario College of Education from January to June before they are admitted to the final examinations of the High School Assistants' Course.

NOTE 4.—Candidates who are otherwise qualified, who present evidence of professional training in other provinces or countries, may be admitted to the final examinations for the High School Assistant's Certificate with such attendance as the Minister in the light of the evidence may require.

(g) Course in Household Science.

To the course for the Elementary Certificate in Household Science may be admitted applicants who hold professional certificates qualifying them to teach in the schools of the Ontario Provincial system.

NOTE.—The Summer courses in Household Science and Manual Training are provided to qualify for the teaching of these subjects in rural schools and the Elementary certificates granted are valid in rural schools only. But, owing to the fact that holders of the Elementary certificates in Household Science and Manual Training may now be admitted in January instead of the previous October, to the one-year Courses leading to the Intermediate (formerly Ordinary) certificates, valid in urban schools, teachers from urban schools will be eligible to attend the Summer Courses leading to the Elementary certificates.

(h) Courses in Manual Training.

(1) For the **Elementary** Certificate.—To this course may be admitted teachers in Public or Separate Schools, or in Auxiliary Classes, who hold at least a Second Class certificate.

(2) For the **Specialist's** Certificate.—To this course may be admitted teachers holding an Intermediate (formerly Ordinary) Manual Training certificate. (See also page 23 of this announcement.)

(i) Course for the Kindergarten-Primary Certificate.

To this course may be admitted applicants who hold at least Second Class certificates and who give proof that they are able to sing and play simple airs at sight on the piano or organ.

(j) Middle and Upper School Subjects.

To the Middle and Upper School Courses for entrance to the Normal Schools may be admitted applicants who hold professional certificates, qualifying them to teach in the schools of Ontario.

(k) Course in Oral French.

To this course may be admitted the holders of professional certificates qualifying them to teach in the schools of the Ontario Provincial system, whose academic preparation has fitted them to teach French. The course is intended more particularly for the teachers of French in the Continuation Schools, High Schools and Collegiate Institutes of the Province. (For details of this Course, see page 8 D.)

(l) Courses in Physical Culture.

(1) For the **Elementary** Certificate.—To this course may be admitted applicants who hold certificates qualifying them to teach in the schools of the Ontario Provincial system.

(2) For the **Supervisor's** or **Specialist's** Certificate.—To this course may be admitted teachers holding a First Class or Second Class or High School Assistant's certificate, and who hold the Elementary Certificate.

NOTE.—In addition to passing the prescribed examinations for Parts I and II of the Physical Culture Course, male teachers are required to present for inspection their certificates as Cadet Instructors before they can be granted certificates as Supervisors or Specialists in Physical Culture. Women teachers should see Section (e) (3) page 16 for equipment required for this Summer Course.

(3) For Refresher Course see page 9, G.

(m) Refresher Courses in Science.

To these Courses may be admitted teachers of Science in the Continuation Schools, High Schools, Collegiate Institutes and Normal Schools of the Province. (For details of this course, see page 8 E.)

(n) Course for School Librarians.

The course for School Librarians is open to teachers of Elementary and Secondary schools. It includes a study of Library Administration, Book Selection, Instruction in the Use of Books and Libraries, Supplementary Reading, Reference Work, Bibliography, Cataloguing, Classification, Accession and Shelf List Records, Co-operation with Public Libraries. A number of visits to libraries and publishing houses will be made during the course, and several outstanding librarians of the city will give special lectures.

(o) Courses in Vocal Music.

(1) For the **Elementary** Certificate.—To this course may be admitted applicants who hold certificates qualifying them to teach in the schools of the Ontario Provincial system.

(2) For the **Supervisor's** Certificate.—To this course may be admitted teachers who hold First or Second Class certificates, and who hold the Elementary Certificate.

(3) For the **Specialist's** Certificate.—To this course may be admitted applicants who hold certificates qualifying them to teach in the High Schools, and who hold the Elementary Certificate.

NOTE.—A syllabus giving details regarding the Summer Course in Vocal Music may be had on application to the Department.

(p) Course for Vocational Guidance Certificate.

A candidate for admission shall have a First Class Professional Certificate, or a High School Assistant's Certificate, or a Vocational Teacher's Certificate, and five years' successful teaching experience approved by the Inspectors of the Department of Education.

(q) Other Admissions.

(a) Applicants who do not hold the qualifications prescribed above, but whose academic and professional qualifications are satisfactory to the Minister, may be admitted to the courses in Physical Culture, Vocal Music and Manual Training, and, on passing the prescribed examinations, may be granted Elementary, Supervisors' or Specialists' certificates qualifying them to teach only these subjects in the schools for which they are so qualified.

(b) To each course, other applicants may be admitted, subject to the approval of the Minister of Education.

4. NUMBER OF SESSIONS

(1) The work prescribed for the course leading to each of the following certificates may be covered **in one Summer Session:** Elementary Vocal Music, Elementary Physical Culture, certificate as Cadet Instructor, Farm Mechanics, as teacher of Auxiliary Classes, Elementary Art. The course for the last named certificate represents the work of a college year. Prospective candidates are, accordingly, especially advised to make preparation in advance of the course.

(2) The work prescribed for each of the following certificates is covered **in two Summer Sessions:** Elementary Agriculture, Intermediate Agriculture, Elementary Household Science, Elementary Manual Training, Specialist's Manual Training, certificate as teacher of Kindergarten-Primary classes.

(3) Teachers who hold Elementary certificates in Art, Physical Culture, Vocal Music or Agriculture and who are qualified in other respects may qualify **in an additional Summer Course** for the next higher grade of certificate as follows:

Supervisor or Specialist in Art.
Supervisor or Specialist in Physical Culture.
Supervisor of Vocal Music or Specialist's certificate in Vocal Music.
Intermediate Agriculture.

(4) For the certificate as Specialist in Agriculture, a teacher who holds the Intermediate certificate including a certificate in Farm Mechanics is required to attend another Summer Session.

(5) The length of time required for a certificate as teacher of the Commercial Subjects depends largely upon the amount and character of the work covered by the teacher before taking the Summer Course.

5. GENERAL INFORMATION

The following items of general information should be carefully noted:

(a) Application.

(1) Applicants are requested to forward their applications without delay in order that all necessary arrangements may be made not later than June 16th.

(2) The form of application should be filled in and addressed to the Deputy Minister, Department of Education, Toronto.

(3) If, as a result of the small number of applicants, the Department should decide not to provide a course, applicants for admission thereto will be duly notified.

(4) On application to the Deputy Minister a teacher who may have been appointed an Associate Examiner for 1931 and who desires to attend one of the Summer Courses, will, if practicable, be excused from the examination work, and will be reappointed an Associate Examiner for the next examination.

(b) Registration.

(1) All applicants shall present themselves for registration not later than the first day of the session at the places at which the courses are to be given. See section 2, pages 9 and 10.

(2) The classes will be organized and the work will begin not later than the morning of the second day.

(c) Payment of Expenses.

No fees are charged those who attend these courses, but the provisions formerly made for assisting teachers with an allowance for living and travelling expenses have been discontinued, except in the cases of those who served overseas during the war, to whom one dollar per day is allowed.

(d) Correspondence Courses.

(1) In the Summer Courses, which are necessarily brief, the subjects cannot be treated completely and in detail. Candidates are, accordingly, expected to

make as much preparation as possible throughout the school year. To facilitate such preparation, the University of Toronto offers guidance by correspondence, in all the subjects of the courses for Commercial certificates, and in the Middle and Upper School subjects for admission to the Normal Schools.

(2) Applications for admission to the correspondence courses should be made to the Director, University Extension, University of Toronto.

(e) Equipment.

(1) Students in the courses in Agriculture are required to furnish their own working material for plant collections, etc. Such material may be bought at the College. They should also bring field or opera glasses, pocket knives, pocket magnifying glasses, and any books which they possess and have found useful for the work in Agriculture. As a considerable amount of the work is taken out of doors, women students should provide themselves with stout boots, walking skirts, garden hats, gloves, etc.

A swimming pool is provided at Guelph. Students should bring the necessary equipment. Tennis courts are also provided at both Guelph and Kemptville. Those who desire to play should bring their racquets and balls.

(2) Students in Household Science are required to provide themselves with plain white aprons for work in the food laboratories. Dark ones may be worn in the household management classes.

A deposit of $1.00 payable to the principal, is required of each student. This amount, minus the cost of equipment destroyed, will be returned at the end of the course.

(3) All women students in the Physical Training Course are required to wear the prescribed costumes in practice classes. The approximate cost of each costume is $10, and printed instructions concerning it will be given out upon registration.

6. BOARD AND LODGING

(1) (a) Applicants admitted to the Course in Agriculture at the Kemptville Agricultural School, Kemptville, and the Ontario Agricultural College, Guelph, may obtain board and lodging in residence at the rate of $1.00 per diem.

(b) Application for rooms should be made on or before June 23rd, to the Principal of the School at Kemptville or to the President of the College at Guelph, as the case may be. Each application shall be accompanied by $5.00, which will be allowed on the bill for board and lodging or will be returned in case of illness or other unavoidable cause of absence.

(c) Rooms will be reserved in the order in which applications therefor are received. Each student rooming in residence at the Ontario Agricultural College must bring the following equipment:—two pairs of single sheets, one pillow, two pillow cases, one bed spread, towels, toilet soap.

Students in residence at Kemptville are not required to provide this equipment.

Note:—Students admitted to Guelph are advised to bring their baggage checks to the registration office at the college.

(2) The University authorities in Toronto are prepared to offer accommodation to teachers as follows: for male teachers in the men's residence; for

female teachers in Queen's Hall and in other residences adjacent to the University. All information regarding accommodation in these residences and also a list of suitable boarding houses in Toronto can be obtained on application to Mr. A. T. Laidlaw, University of Toronto.

(3) A list of suitable and convenient boarding houses for teachers taking the Household Science or Manual Training course at Hamilton, London, or Ottawa; or the Kindergarten-Primary Course at Hamilton, London, Ottawa, or Toronto, may be obtained on application to the Principals of the Normal Schools at these centres.

7. EXAMINATIONS

(a) Centres.

(1) Examinations in all the subjects of the Middle and Upper School Normal Entrance courses will be held at the close of the Summer session. Full information, including forms of application and copies of the time-table, may be obtained from the Deputy Minister after July 15th.

(2) Examinations for certificates on the subjects of the other Summer Courses will be held at the close of each course at the centres of instruction. The time-tables may be obtained from the Principals concerned about ten days before the examination commences.

(3) A preliminary examination in the subjects of the course for the High School Assistant's certificate will be held at the close of the Summer session, and successful candidates will be given provisional standing for one year as High School Assistants. On passing the regular final examinations of the Ontario College of Education at the close of the following session, including a practical test, they will be granted Interim High School Assistant's certificates.

(b) Admission.

To qualify for admission to the examinations provided for herein, each candidate shall have been duly admitted to a Summer Course under one of the provisions of regulation 3 and shall have completed the course concerned satisfactorily to the Principal, except that to qualify for admission to said examinations, attendance at the Summer Courses is not obligatory in cases of the following:

i. Candidates who have taken a course elsewhere which the Minister of Education has approved as the equivalent of the course prescribed for the certificate concerned.

ii. Candidates for certificates in the Commercial subjects who hold High School Assistants' or First or Second Class certificates.

iii. Candidates for admission to the Middle and Upper School courses who hold an Ontario teacher's certificate.

(c) Application.

(1) Application for admission to the examination for certificates in the Commercial subjects and to the Middle and Upper School examinations shall be made to the Deputy Minister not later than July 25th.

(2) Application for admission to the other examinations shall be made to the Principals.

(3) In the case of candidates for admission to the Middle and Upper School examinations, the official form of application, when English Literature is one of the subjects of the examination, shall include a certificate signed by the applicant that he has read carefully during the preceding year, in addition to the works prescribed for the examination, at least four suitable works in English Literature, at least one of which shall be poetry, and the names of the books and the subject shall be given in such certificate.

(d) Fees.

(1) No fees are charged for the examinations conducted by the staffs.

(2) For the examinations conducted by the Department of Education, the following is the schedule of fees:

i. Middle and Upper School, $1.00 per paper up to a maximum of $15.00.

ii. Commercial Subjects, $1.00 per paper up to a maximum of $10.00.

(e) Appeals.

A candidate who fails at the Summer School examination for a certificate may have his case reconsidered if, within two weeks after the announcement of the results, his appeal, with a statement of the grounds on which it is based, is lodged with the Deputy Minister, accompanied by a fee of $2.00. In the case of Middle and Upper School examinations the appeal fee is $1.00 per paper. The fee in any case will be refunded if the appeal is sustained.

(f) Certificates.

(1) The professional certificates granted by the Department of Education on the examinations provided for in Regulation 7 (a) (2) will be Interim, and will be valid for two years from the date of issue and renewable under conditions satisfactory to the Minister.

(2) On application to the Deputy Minister, Interim certificates will be made permament on the report of the Inspector or Inspectors concerned that the holders thereof have taught successfully thereon for at least two years in one or more of the schools of the provincial system, excepting that in the case of the holders of Interim First or Second Class certificates obtained under the present Normal School regulations, certificates issued under this section will cease to be valid on the expiration of the Interim First or Second Class certificates unless the holders have completed the Normal School Course of the second year.

PART II

COURSES

FOR

Teachers in Vocational Schools

AND FOR

Manual Training Certificates

Ontario Training College for
Technical Teachers
HAMILTON

I. SUMMER COURSES FOR TEACHERS IN INDUSTRIAL, TECHNICAL AND ART SCHOOLS

Session

The courses will commence on July 6th and end on August 7th, 1931.

1.—Special Course B for Domestic Arts Certificate (Dressmaking)

A special course in practical work in sewing and dressmaking and in the special methods of teaching these subjects for teachers of Household Science or other certified teachers who have already had some training in sewing and dressmaking.

Length of Course

The course consists of two parts which may be taken in two summer terms of five weeks each. Most of the time is given to practical work. Part of the time is given to lecture work in design and to instruction in special methods of teaching domestic arts.

Requirements for Admission

The following may be admitted to this course:

(1) Teachers holding a Household Science Specialist's Certificate.

(2) Teachers holding an Ordinary Household Science Certificate.

(3) Certified teachers who have had previous training or experience in sewing and dressmaking, approved by the Minister.

Applications for Admission

Applications for admission shall be made on an official form to be obtained from the Deputy Minister and shall be accompanied by statements on the following official form to be obtained from the Deputy Minister; Record of Attainments, showing educational attainments, trade training and experience, and other special training.

Requirements for Certificates

Interim Certificates are granted to candidates who

(a) have completed their special course; and

(b) have obtained experience in the trade approved by the Minister.

At least six months' experience in approved shops in work of sufficient variety to gain experience in the principal parts of the trade is required. Documentary evidence of the time served and of the nature of the work shall be furnished.

2.—Mechanical Drawing

The course in mechanical drawing is specially designed to meet the needs of shop instructors. It will include freehand dimensioned sketching, instru-

mental drawing and blueprint reading. Some practice will be given in sketching on the blackboard.

Time—Three hours a day.

3.—Machine Shop Practice

A special course in machine shop practice in which teachers of mechanical drawing, motor mechanics, and other similar subjects may become acquainted with the more common operations and processes of machine shop work.

Instruction in elementary processes used in the machine shop—lathe, straight and taper turning; drill press; milling machine, slab milling and gear cutting; shaper, flat and side planing; chipping and filing; scraping.

The course is not intended for machinists or tool-makers.

Time: Three to five hours a day.

Requirements for Admission

The following may be admitted to Courses 2 and 3:

(1) Teachers holding Interim or Permanent Vocational Certificates.

(2) Teachers holding Manual Training certificates.

Applications for Admission

Applications for admission shall be made on official forms to be obtained from the Deputy Minister.

4.—Courses for Specialists' Certificates

The course for an Interim Specialist Certificate in a vocational subject provides for summer courses in English, Shop Mathematics, Science, Economics, Industrial History and advanced course in General Principles and Special Methods of Vocational Education.

For details of courses, see Announcement of the Ontario Training College for Technical Teachers.

Requirements for Admission

The following may be admitted to the courses in any of these subjects:

Teachers holding a certificate in a vocational subject, either Interim or Permanent.

5.—Course in Special Methods in Mathematics for Technical Schools

A short course of three weeks.

July 16th—August 6th.

Part I of the course will afford the members of the group an opportunity to study and to participate in mechanical operations, constructions, and practices, involving mathematical calculations, which the mathematical teacher should understand in order to teach effectively the related mathematics.

(a) **Machine Shop:** feeds and speeds on lathe, drill, miller, gear and pulley ratio, gear trains, taper turning, standard tapers, thread cutting, standard threads, gear cutting, spiral cutting, dividing head, differential indexing, dial indicators, sine bar, micrometer, vernier, scales.

(b) **Woodshop:** machine speeds, lumber measuring, estimating and bills of material, stair construction, roof framing, fractional scales, framing square.

Part II of the course will deal with special methods of teaching related mathematics. The general method used will be that of a conference or discussion group under the leadership of an experienced mathematical teacher.

II.—SUMMER COURSES FOR MANUAL TRAINING CERTIFICATES

1.—Elementary Certificate

1. Length of course—two summer sessions of five weeks each.

2. Requirements for admission—the following classes of students will be admitted:

(a) Teachers in Public and Separate Schools having at least an Interim Second-Class certificate;

(b) Teachers in auxiliary schools having at least a Second-Class certificate.

2.—Specialist Certificate

1. Length of the course—three summer courses of five weeks each, totalling 600 clock hours of work. The course is divided into Parts I, II, and III. The several parts must be taken in order. Part II only will be given in 1931.

2. Nature of work—a special course of advanced work in wood-finishing, applied design, wood-turning, cabinet-making, art metal work, and home mechanics.

3. Requirements for admission—teachers holding Interim or Permanent Intermediate (formerly Ordinary) Manual Training certificates will be admitted.

Application for Admission

Applications for admission should be made on a form to be obtained from the Deputy Minister.

III.—COURSE FOR VOCATIONAL GUIDANCE CERTIFICATE

1. Requirements for admission—a candidate shall have a First-Class Professional certificate, a High School Assistant's certificate, a Vocational Teacher's certificate, and five years' successful teaching experience approved by the Inspectors of the Department of Education.

2. Course—The course shall consist of two parts, each of which may be

completed in one summer session. Part I must be taken before Part II. Part II only will be given in 1931.

Part I.

School Organization and Administration,

Economics,

Educational measurements,

Educational and Labour Legislation,

Sociology.

Part II.

Principles and Problems of Vocational Education,

Vocational and Educational Guidance,

Survey, Job Analysis, Plant Studies, etc.,

History of Industry.

Two of the subjects, Economics and History of Industry are taken up in the work for Vocational Specialist's Certificates and might be taken with the candidates for those certificates.

3. Certificate—Successful candidates will be awarded a certificate in Vocational Guidance, valid in any Public or Secondary School in Ontario.

PART III

COURSES
FOR
Approved School Nurses

COURSES OF APPROVED SCHOOL NURSES

Courses

1. Courses will be given in the following subjects: Principles of teaching; mental hygeine; child psychology; physical education and corrective exercise; dental inspection and preventive dentistry; physical defects commonly found in children, including diseases of the eye, ear, nose, throat and skin; orthopedic defects and the common diseases of the nervous system, tuberculosis; communicable diseases; malnutrition and diet; and public speaking.

Clinics and institutions concerned in the care of children will be visited. Conferences and discussions will be held on the following topics: The law and the regulations concerning or relating to the work of the School Nurse; system of records; equipment and supplies; parent and teachers' associations.

Qualifications for Admission

2. The following may be admitted to the courses:—

(1) School Nurses already holding appointments under High, Continuation, Public or Separate School Boards in Ontario; and

(2) Graduate Nurses of any recognized training school in Canada or the United States who desire to qualify as School Nurses in Ontario.

Centre

3. The courses will be given in the University of Toronto.

Session

4. The courses will commence on July 6th and end on August 7th.

Application

5. Application for admission shall be made as early as possible on a form to be obtained from the Deputy Minister, in order that all necessary arrangements may be made, not later than June 16th.

Certificates

6.—(1) Applicants duly admitted under section 2 above, who successfully complete the prescribed work and pass the examination tests of the Summer Courses, on the recommendation of the Principal, may be granted Certificates of Standing.

(2) The holder of a Certificate of Standing, on the submission of satisfactory evidence of one year's successful experience thereon as a School Nurse in Ontario, and on the recommendation of the Inspector concerned, may be granted a Certificate as an Approved School Nurse.

Board and Lodging

7. A list of suitable and convenient boarding houses in Toronto will be sent on application to Mr. A. T. Laidlaw, University of Toronto.

Payment of Expenses

8. The provisions formerly made for assisting nurses with an allowance for living and travelling expenses have been discontinued.

ENROLMENT BY SUBJECTS, 1930

Agriculture	363
Art	232
Auxiliary Classes	93
Cadet Corps	57
Commercial	215
English-French	678
High School Assistants	37
Household Science	88
Kindergarten-Primary	256
Manual Training	84
Middle School	13
Oral French	69
Physical Culture	255
Refresher Courses in Science	57
Refresher Course in English and History	37
School Nurses	33
School Librarian's Course	32
Vocal Music	225
Upper School	906
Vocational	347
Vocational Guidance	22
Total	4,099